



RECRUITMENT

Greater Bridgeport Transit

Monday June 13, 2022 11:00am – 1:00pm

American Job Center – Bridgeport 2 Lafayette Square Bridgeport, CT 06604

JOB INFORMATION AND REQUIREMENTS

BUS DRIVERS - Job #883109 – Full-time positions to operate transit buses in the greater Bridgeport area. Inspect vehicle before & after shift. Pick up & drop off passengers along fixed route. Greet passengers, collect fares. Requires: CT CDL A or B with PF, PS, PA or PV endorsement & air brake certification; current driving history with no more than 2 moving violations within the past 2 yrs.; HS/GED; age 22+; verifiable work references; ability to work 8 consecutive weeks in paid training; the ability to work evenings & weekends when needed.

PART-TIME BUS DRIVERS - Job #883115 – Operate transit buses in the greater Bridgeport area. Inspect vehicle before & after shift. Pick up & drop off passengers along fixed route. Greet passengers, collect fares. Requires: CT CDL A or B with PF, PS, PA or PV endorsement & air brake certification; current driving history with no more than 2 moving violations within the past 2 yrs.; HS/GED; age 22+; verifiable work references; ability to work 8 consecutive weeks in paid training; the ability to work evenings & weekends when needed.

UTILITY PERSON - Job #898332 – Perform simple tasks of repair & replacement and learn more complex tasks. Maintain mechanical equipment, conduct preventive maintenance. Use lifts to analyze, test, inspect and determine cause of malfunction. Use mechanics hand tools and power equipment to remove, disassemble and repair, rebuild, or replace defective parts or units and various other shop equipment, including bus lifts, floor jacks, power & hand tools, steam cleaner, sand blaster & parts washer. Requires: HS/GED; CDL license.

ACCOUNTS PAYABLE SPECIALIST – Job #898327 – FT office position. Prepare payments for all external invoices, including data entry and supporting documentation to support the entire A/P process. Prepare weekly payments for garnishments, credit union, AFLAC, etc. maintain petty cash, reconcile balances. Requires: HS/GED; 1 year experience.

DIESEL MECHANICS – Job #883119 – FT Union positions. Performs skilled automotive mechanical work in the repair and maintenance of Greater Bridgeport Transit's buses, trucks, automobiles, heavy and light equipment, both diesel and gasoline powered, and other mechanical equipment. Requires: HS/GED; Connecticut CDL license; 5+ years' experience.

SUPERINTENDENT / ASSISTANT MANAGER OF FACILITIES & GROUNDS - Job #883106 – Full-time. This position plays an important role in the facility preventative & corrective maintenance program for all GBT properties and helps ensure that all work is scheduled and completed in accordance with GBT's Facility Maintenance Plan (FMP) and that the entirety of GBT facilities and grounds are kept safe and in a state of good repair. Requires: HS/GED; 2+ years' related experience.

PARTS COORDINATOR - Job #898330 – Full-time position to maintain a complete inventory of parts, consumables and tools required for the maintenance facility. Build & maintain relationships with suppliers and neighboring transit properties. Control & oversee transit owned parts, materials, supplies, tools and equipment. Obtain price quotes, issues parts to mechanics. Conduct cycle counts and daily inventory. Performs shipping & receiving functions, maintain records. Requires: HS/GED; one-year related experience.

BUS CLEANER - Job #883129 – FT positions at garage facility. Perform thorough cleaning of GBTA busses, mini-vans, and/or support vehicles, scrub interior surfaces including floors, seats, dashboards, windows, ledges, roof, etc. Clean any residue left from bus wash on exteriors. Requires HS/GED. Auto detailing is a plus.

YARD PERSON - Job #883127 – Full-time position responsible for daily maintenance and upkeep of GBT's vehicles as it relates to fueling and cleanliness. Drive bus through bus wash. Perform fueling, cleaning, washing fluid level, greasing, oil changing, routine inspection, etc. Requires: HS/GED; CDL license (must obtain within 60 days of hire); able to work with minimal supervision.

Full-time Benefits include:

- Healthcare for you and your family
- Dental
- Vision
- Life Insurance
- Paid vacation
- Paid holidays
- Paid personal days

Applicants may be subject to background check and drug test. Drivers are subject to DMV & drug testing.

INTERVIEW PREPARATION INSTRUCTIONS

❖ Bring résumé	❖ Dress to Impress
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For more information visit www.CTHires.com. Click on **Find a Job** then the **Job Number Search** Tab. Enter the Job Order Number then click **Search**.

If you are interested in attending this recruitment event, you must be a registered user of CTHires to participate in this event. If you are not registered, please visit www.CTHires.com to register as an Individual prior to the event.

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